

*West Branch Public Library
Board of Trustees Meeting Minutes
February 8, 2018*

Meeting Commenced at 6:35 PM

Present: Monica Tylee, Kristen Nalan, Michael Sexton, Karina Krall, Cary Wiesner, Nick Shimmin (Director)

January Minutes: Trustee Krall, with Trustee Nalan seconding, moved the January meeting minutes be approved as submitted. This motion passed unanimously.

Open Forum: No items were raised.

Finance: Trustee Sexton moved that the February expenditures report be approved as submitted by Director Shimmin. Trustee Wiesner seconded this motion, which passed unanimously.

Director's Report: Director Shimmin reported that the program with author Carrie La Suer was well attended. He added that there has been heavy student attendance on Wednesdays (early release day), but it's been manageable. Trustee Krall suggested recruiting silver cord students to help manage on Wednesdays, which Director Shimmin says they had discussed.

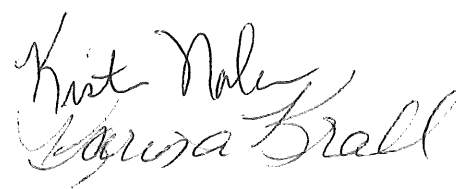
Revisions to Three Policies: The library's Collection, Media Use, and Telephone policies are all due for periodic review this year. Director Shimmin recommended minor revisions to these policies. Upon a motion by Trustee Krall seconded by Trustee Sexton, the board approved the three policies with the recommended changes.

Closed Session: Trustee Krall, with Trustee Nalan seconding, moved the board move to closed session to conduct Director Shimmin's performance review, per his request. The board made some revisions to Director Shimmin's self-evaluation. Then Trustee Sexton, with Trustee Nalan seconding, then moved to approve the valuation; motion passed unanimously.

Director's 2018 Performance Plan: Upon a motion by Trustee Krall seconded by Trustee Sexton, the board unanimously approved a 2018 performance plan for Director Shimmin.

Meeting adjourned 7:35 PM

Next Meeting: Scheduled for Thursday, March 8, 2018, 6:30 pm, Library Community Room


Krist Nalan
Karina Krall